

## Trainer's Preparation

1. Decide which version you will present
2. Review the PowerPoint presentations and decide if you will be including local information (example, title slide) or there is need to update the H1N1 information which may have changed since the printing of this toolkit.
3. Print out slides and speakers notes: (to refer to during presentation)
  - a. Pandemic H1N1 for CERTs PPT
  - b. Interactive exercise PPT
4. Make copies of the handouts (optional)
  - a. Training agenda
  - b. PowerPoint presentations
  - c. Handouts (fact sheets, guides, checklists)
  - d. Certificate of Completion (must personalize first)
5. Additional teaching tools (suggested)
  - a. Masks: N-95, surgical, dust – for trainer's demonstration of proper placement and removal of masks as shown in Part 1.1, Section 3: PPE for CERTs
  - b. Box of non-latex gloves – for trainer's demonstration and to allow students to practice placing and removing gloves as shown in Part 1.1, Section 3: PPE for CERTs
  - c. Small gel hand sanitizers (2 oz or smaller) – as a practical participant incentive
6. Equipment needed:
  - a. Computer with PowerPoint or Adobe Acrobat software
  - b. LCD projector
  - c. Screen or clean wall to project on
  - d. DVD player (optional if computer has DVD drive)
    - i. If using an external DVD player, it must be connected to the LCD projector
    - ii. Or DVD player can be connected to TV if available
  - e. Small portable speakers – for the sound in the DVD